

## DETERMINATION/SURRENDER OF A CROWN LEASE

Form 057 - DCL

*Land Titles Act 1925*

### IMPORTANT INFORMATION

This form is to be used to lodge a determination/surrender of a crown lease under the *Land Titles Act 1925* (the Act). You can access the Act at [www.legislation.act.gov.au](http://www.legislation.act.gov.au). You may also obtain further information and forms at [www.act.gov.au/accesscbr](http://www.act.gov.au/accesscbr).

### PRIVACY INFORMATION

The Act authorises the Registrar-General to collect the personal information required by this form for the purposes of issuing a registration under the Act. The Registrar-General prevents any unreasonable intrusion into a person's privacy in accordance with the *Information Privacy Act 2014*. The Registrar-General provides identifiable information to law enforcement and other Directorates that have legal authority to request information under prescribed circumstances.

These agencies may also use this information to prepare and sell property sales reports to commercial organisations concerned with the development, sale or marketing of land.

### INSTRUCTIONS FOR COMPLETION

- The Seller Verification Declaration must be completed prior to lodgement of this form. The submission date and reference number must be recorded on this form.
- The certificate of title or production of title consenting to the registration of this document is required for lodgement.
- All information should be typed or clearly printed. If completing this form by hand please use a solid black pen only.
- This office will not accept lodgement of this form if it is not completed in full.
- The first named buyer on this form will be the primary contact for ACT Revenue Office purposes.
- Any alteration to information provided on this form must be struck through with a black pen. Substitute information must be clear and all parties must sign in the margin. Do not use correction fluid or tape.
- Ensure all required documents are attached. If there is insufficient space in any panel, please use an Annexure Sheet.
- Execution by:
  - a) **A Natural Person** – Should be witnessed by an adult person who is not a party to the document.
  - b) **Attorney** – if this document is executed by an Attorney pursuant to a registered power of attorney, it must set out the full name of the attorney and the form of execution must indicate the source of his/her authority e.g. "AB by his/her attorney XY pursuant to Power of Attorney ACT Registration No..... of which he/she has no notice of revocation". (This execution requires a witness).
  - c) **Corporation** – Section 127 of the *Corporations Act* provides that a company may now validly execute a document with or without using a Common Seal if the document is signed by:
    - i. Two directors of the company;
    - ii. A director and a secretary of the company; or
    - iii. Where the company is a proprietary company and has a sole director who is also the sole company secretary, that director must state sole director. (This execution does not require a witness).

### LODGEMENT AND CONTACT INFORMATION

**Website:**

[www.accesscanberra.act.gov.au](http://www.accesscanberra.act.gov.au)

**General Enquiries:**

13 22 81

**In Person:**

Environment, Planning and Land Shopfront

Ground Floor South, Dame Pattie Menzies House, 16 Challis Street, Dickson

Opening hours - Monday to Friday 8:30am to 4:30pm (*excluding public holidays*)



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### LODGING PARTY DETAILS

Name	Email Address	Contact Telephone Number

### TITLE AND LAND DETAILS

Volume & Folio	District/Division	Section	Block

### REPRESENTING SOLICITOR DETAILS FOR SELLER (Complete if applicable – otherwise state below “Not Applicable”)

Name of Firm	Solicitor Email Address	Solicitor Name

### THE SELLER VERIFICATION DECLARATION HAS BEEN SUBMITTED (must be completed prior to lodgement of this document)

Yes – (provide date and reference number, if there are multiple submissions provide details for all)

Submission Date:

Reference Code:

### FULL NAME AND ADDRESS OF REGISTERED PROPRIETOR/LESSEE (Surname Last) (ACN required for all Companies)

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### CONSIDERATION (Please provide monetary sum and/or reason for surrender)

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### DEVELOPMENT STATUS (Tick the appropriate box – one box must be completed)

- Land Only  
 Incomplete Building  
 Building Completed

### LAND USE (Tick the appropriate box – one box must be completed)

- Residential  
 Rural  
 Commercial

### CONSENTING PARTY – SUPPORTING DOCUMENTATION

(One form required for each party required to consent)

Please complete and attach – **Form 042 – C – Consent**

<b>DATE</b>

<b>LESSEE/S EXECUTION</b>	
Print full name of Lessee	Print full name and address of witness
Signature or common seal of Lessee	Signature of witness

<b>LESSOR'S EXECUTION</b>	
Signed by the person duly authorised by ACT Planning and Land Authority (Please print full name of authorised signatory).	Print full name and address of witness
Signature of authorised person	Signature of witness

<b>OFFICE USE ONLY</b>			
Lodged by		Certificate of title lodged	
Data entered by		Certificates attached to title	
Registered by		Attachments / Annexures	
Registration date		Vol & Folio of further lease	